2012-13

UNIVERSITY OF CENTRAL MISSOURI

TRANSFER AND NEW ADULT ORIENTATION HANDBOOK

CHOOSE RED

ORIENTATION CHECKLIST

- ❍ **View the undergraduate catalog at ucmo.edu/catalog.**
- ❍ **Get your student photo ID card.***

  Elliott Union 207A
  9 a.m.–5 p.m. Monday-Friday
  (8:30 a.m.-3 p.m. May-August)

  You must have a printed copy of your schedule.
- ❍ **Pay your fees.**

  Student Financial Services
  Ward Edwards 1100

  View bill through MyCentral at mycentral.ucmo.edu.
- ❍ **Pick up your textbooks.**

  Elliott Union lower level

  You can view selected books and distribution dates at ucmbookstore.com.
- ❍ **Complete and return UCM's required immunization form to the University Health Center at ucmo.edu/immunpolicy.**
- ❍ **Take the GEA-MAPP exam. You must take the test the semester after earning 45 credit hours at any institution. Education students take the C-Base exam. Check the test dates at ucmo.edu/testingservices.**
- ❍ **Set your Blackboard email and password 24 hours after you enroll by selecting "Network Password Change" at mycentral.ucmo.edu.**

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UNIVERSITY OF CENTRAL MISSOURI

TRANSFER AND NEW ADULT ORIENTATION

Spring 2012/Summer/Fall 2013

FINANCIAL **ASSISTANCE**

STUDENT FINANCIAL SERVICES
Federal and state grants, loans, scholarships, work-study and veterans benefits

Ward Edwards 1100
660-543-8266
ucmo.edu/sfs

OFFICE OF CAREER SERVICES
Student employment

Elliott Union 302
660-543-4985
ucmo.edu/career

STUDENT-**PARENTS**

CHILD CARE
Foster-Knox
660-543-4605

Central Village
660-543-4793

UCM CHILD DEVELOPMENT LAB
Preschool with extended child care
660-543-4824

NON-TRADITIONAL STUDENT SERVICES
Elliott Union 217
660-543-4007
ucmo.edu/oca/nontrad

OTHER **SERVICES**

UNIVERSITY HOUSING
On-campus housing, dining plans and Greek life

Ellis Complex L23
660-543-4515
ucmo.edu/housing

PUBLIC SAFETY
Parking permits

Charge your parking permit to your student account or a credit card through MyCentral. You will need your current license plate number.

306 Broad St.
660-543-4098
ucmo.edu/ps

UNIVERSITY HEALTH CENTER
Student health care

UHC 225
660-543-4770
ucmo.edu/uhc

STUDENT SUCCESS CENTER
JCK Library 3150
660-543-8972
ucmo.edu/successcenter

TESTING SERVICES
Credit by examination scores

Administration 102
660-543-4919
ucmo.edu/testingservices

Be sure to request all schools attended send an official final transcript to UCM when courses are complete and/or when your associate degree has been awarded.

SPRING **2012**

Jan. 9 • • • • • • • Classes begin
Jan. 16 • • • • • • CLASSES DISMISSED and UNIVERSITY OFFICES CLOSED for Dr. Martin Luther King, Jr. Day
Jan. 17 • • • • • • Last day for spring semester enrollment and changing classes
Feb. 29 • • • • • • Final exams for first half-semester classes and end of first half semester
March 1 • • • • • • Second half semester classes begin
March 19-23 • • • CLASSES DISMISSED for spring break
April 30-May 4 • • Spring semester final exams (includes second half semester classes)
May 5 • • • • • • • Commencement

SUMMER **2012**

May 7 • • • • • • • First three-, six-, nine- and twelve-week sessions begin
May 24 • • • • • • First three-week session ends and final exams
May 28 • • • • • • Second three-, six- and nine-week sessions begin
May 28 • • • • • • CLASSES DISMISSED and UNIVERSITY OFFICES CLOSED for Memorial Day
June 14 • • • • • • Second three-week, first six-week sessions end and final exams
June 18 • • • • • • Third three-week, third six-week sessions begin
July 4 • • • • • • • CLASSES DISMISSED and UNIVERSITY OFFICES CLOSED for Independence Day
July 5 • • • • • • • Third three-week, second six-week, first nine-week sessions end and final exams
July 9 • • • • • • • Fourth three-week session begins

FALL **2012**

Aug. 21 • • • • • • Classes begin
Aug. 28 • • • • • • Last day for fall semester enrollment and changing classes
Sept. 3 • • • • • • • CLASSES DISMISSED and UNIVERSITY OFFICES CLOSED for Labor Day
Oct. 12 • • • • • • • Final exams for first half semester classes and end of first half semester
Oct. 15 • • • • • • • Second half semester begins
Nov. 19-25 • • • • CLASSES DISMISSED for fall break
Dec. 10-14 • • • • Fall semester final exams (includes second half semester classes)
Dec. 15 • • • • • • Commencement
Dec. 24-Jan. 1 • • UNIVERSITY OFFICES CLOSED for winter holidays

The first time you enroll you must meet with an academic adviser from the Office of Transfer and Transition Services, regardless of your major. TTS provides a solid platform for ease of entry into the university to students transferring to UCM, as well as open-option students and student athletes. TTS will help you with your initial advising, orientation and enrollment services. After your first semester enrollment, ask your adviser if you must see him/her or if you may enroll online through UCM's self-enrollment system.

To schedule an appointment with your academic adviser after your first semester's enrollment, please contact the advising center for your major. _____
660-543-_____

Office Location: _____

ACADEMIC **ADVISING**

Academic advising is an essential part of your success at UCM. At least once each semester, you should meet with your academic adviser to discuss your progress toward your degree and course selection for the next semester.

The advising system at UCM includes both professional advisers as well as departmental advisers. Departmental advisers assist you in selecting major and minor electives, determining transfer equivalencies for major and minor coursework, and making appropriate substitutions.

Class enrollment for summer and fall semesters begins in March, and spring semester enrollment begins in October. At UCM, the date you may enroll in classes is based on the number of credit hours you have completed.

ENROLLMENT **TIPS**

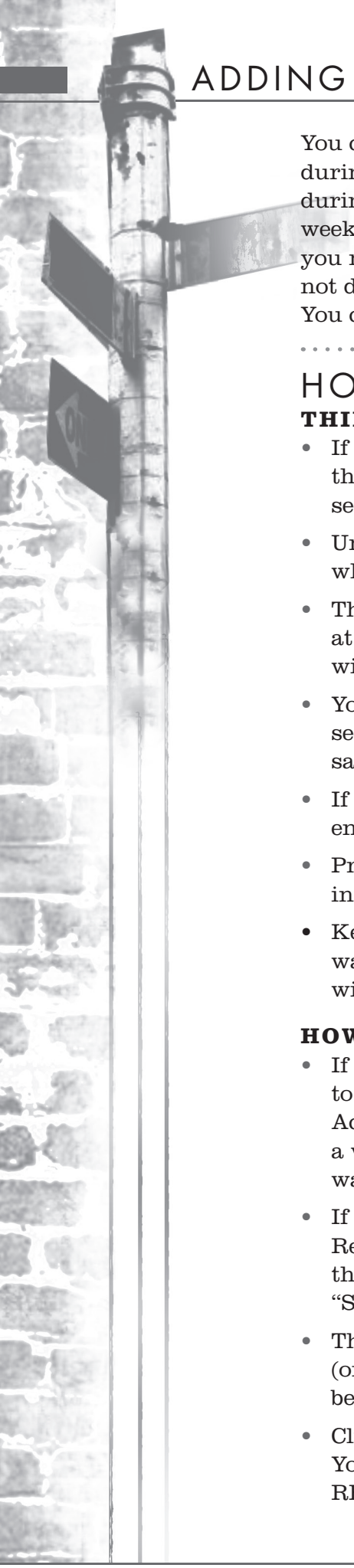
Here are some important tips to keep in mind when you are planning your enrollment:

1. Full-time enrollment for an undergraduate student is 12 or more credit hours during the fall and spring semesters and nine hours during the summer session.
2. Make sure you meet the prerequisites for a course before you attempt to enroll. You can see the prerequisites on MyCentral under "Search for Courses." Also check the catalog listing for your degree program and talk to your adviser to be sure you are enrolling in appropriate courses.
3. Check with your departmental adviser to find out when the courses you need for your degree will be offered. Some courses are offered only once per year and some are offered every other year.

ADDING AND DROPPING **COURSES**

Once the semester begins, any changes in your schedule should be made during the Drop/Add period, which is the first five days of class of the semester. It is better to make any necessary changes before class begins, but if you are not able to do that, make sure you make the changes before the Drop/Add period is complete. (Please note that the Drop/Add period is different for summer sessions and for courses on variant schedules).)

ADDING AND DROPPING **COURSES**



You can receive a 50 percent refund in instructional fees if you drop courses during the second week of the semester, or a 25 percent refund if you drop during the third week. There is no refund for dropping classes after the third week. It's your responsibility to make sure that you have dropped any courses you meant to drop or you have added any courses you meant to add. If you do not drop a course and then fail to attend, you will get an "F" grade for that class. You can always check your schedule through MyCentral.

HOW TO USE **THE WAITLIST**

THINGS TO KNOW ABOUT THE WAITLIST:

- If there is an open section of the same course, it is generally better to go with the sure bet (the open class) than to hope for enrollment in the waitlisted section.
- Unfortunately, there is no way for students, faculty or staff members to tell what number you are on the waitlist.
- The waitlist is not first come, first served; it is by hours earned. So you can be at the top of the waitlist today, but bumped lower on the waitlist if someone with more hours adds themselves to the waitlist.
- You cannot be enrolled in one section of a class and waitlist a different section of the same class, and you cannot waitlist more than one section of the same class.
- If you waitlist a class that is at the same time as a course in which you are enrolled, you will not be put into the waitlisted class.
- Prerequisite rules apply to waitlisted courses. The waitlist will not put you into a course in which you do not meet the prerequisites.
- Keep track of your waitlisted classes. If you get put into a class from the waitlist, you are responsible for paying for the class. If you never attend, you will get an "F" in the course.

HOW TO ADD YOURSELF TO A WAITLIST:

- If you want to be added to a waitlist for a course that is closed, you first need to make sure that the course is available to waitlist. The columns "WL Cap, WL Act and WL Rem" show the capacity, actual enrollment and remaining seats on a waitlist. If the "WL Rem" is greater than 0, you can add yourself to the waitlist. If the "WL Cap" is 0, the course does not offer a waitlist.
- If there are seats available on a waitlist, write down the five-digit Course Reference Number for the course. Click on the "Add to Worksheet" button at the bottom of the page, then type in the CRN for the closed class and click on "Submit Changes."
- The next screen will show that the class is CLOSED – WAITLISTED (or OPEN – WAITLISTED if someone has dropped the class, but their seat is being held for the first person on the waitlist).
- Click on "Submit Changes" again and you will be added to the waitlist. Your list of classes on the registration screen will show either REGISTERED or WAITLISTED.

- Print a "Student Detail Schedule" to keep track of both waitlisted and registered courses. The "Student Schedule by Day and Time" will not show waitlisted courses.
- Check your campus email account regularly for notification of waitlist activity. Enrollment from the waitlist is not automatic but it is done each night. When someone drops the full class their seat will appear to be open on the class search screens. However, that seat is really being saved for the first person on the waitlist.

STUDENT ENROLLMENT **VALIDATION**

You must validate enrollment in each class in one of the following two ways:

1. Preferred: Attendance in each class on the first day the class is scheduled to meet (An exception is made for online courses. Students enrolled in online courses must login by the end of the third day of the semester).

2. Alternate: If unable to attend on the first day, you must contact each class instructor prior to the first class day to indicate your intention to continue enrollment. Contact may be accomplished by email, telephone or regular mail.

ONLINE COURSE INFORMATION

Online classes follow the university calendar for start and end dates. When classes begin, login to Blackboard at **ucmo.edu/onlinecourseinfo**.

COMPUTER **IDs** AND **PASSWORDS**

New students will have two identifiers, each with an associated password, for UCM's computing systems:

A MyCentral ID, which is the same as your ID number	Example: 7001234567
A MyCentral password	Example: ArG123316%
A network user name	Example: mxh12340
A network password	Example: aRg012205!

For questions regarding computer IDs and passwords, contact the Technology Support Center HELP Desk at 660-543-4357 (HELP).

Your MyCentral identifiers allow access to course enrollment, grades, bills and other functions at mycentral.ucmo.edu. Your network identifiers allow access to network resources, email and the Blackboard course management system. Both the MyCentral password and the network password are initially set to a default value, which is a randomized default password. You will be required to change your default password to a complex password when you login to MyCentral for the first time.

For more information on student IDs and passwords, visit **ucmo.edu/infoserv**.

STUDENT **EMAIL SYSTEM**

As a UCM student, you have a "ucmo.edu" email account. This account is considered your official email address and university-related information and announcements will be posted to this account. You are responsible for information sent to your UCM email account. If you prefer to use another email system to process your messages, you may choose to forward your email to another email account. Instructions for forwarding your email can be found at **ucmo.edu/infoserv**.

CAN'T ACCESS YOUR EMAIL ACCOUNT?

The Technology Support Center is located in Ward Edwards 0200 (lower level). Staff members are available 24/7 to help you with problems logging into MyCentral, accessing your email and more. They may be reached by phone or email at 660-543-4357 or tsc@ucmo.edu. More information about tech support is available at **ucmo.edu/ot/students**.

BLACKBOARD HELP DESK

For questions about Blackboard, you may contact the Blackboard Help Desk at 660-543-8484 or bbhelp@ucmo.edu. Office hours are 7:30 a.m.-5 p.m. Monday-Friday. Visit the Blackboard Help Desk at **ucmo.edu/centralnet**.

HOLDS ON **YOUR ACCOUNT**

HOW DO I KNOW IF I HAVE A HOLD ON MY ACCOUNT?

You can check your hold(s) by logging into MyCentral. If you are unable to log into MyCentral, contact the UCM Help Desk at 660-543-4357 or tsc@ucmo.edu.

Go to the "Student Services" tab, look in the "UCM Student Records" section and click on "View Holds." Consult the "Who to Contact" link for contact information for the office(s) that placed a hold on your account. **Contact the office(s) that placed the hold(s) to learn how to resolve them.**

WHEN DO I HAVE TO HAVE MY HOLDS REMOVED?

You should plan to have your hold(s) removed prior to your enrollment access date. Your enrollment access date is determined by your earned credit hours and it does not include the hours you currently have in progress. To ensure the best selection of courses, you are strongly encouraged to complete your enrollment on this day. Approximately 700 students register each day, so waiting even one day can make a big difference in your schedule.

To find out when you can enroll, go to **ucmo.edu/registrar**.

GENERAL EDUCATION **ASSESSMENT POLICY**

All UCM students with the exception of teacher education majors are required to take the General Education Assessment instrument as a condition for graduation. Students must test the semester after a total of **45 credit hours** have been earned at any institution.

The General Education Assessment instrument is the Measure of Academic Proficiency and Progress. The GEA-MAPP exam is an integrated test of intellectual skills that measures proficiency in critical thinking, reading, writing and mathematics in the context of humanities, social sciences and natural sciences. Intellectual skills rather than subject knowledge are assessed.

The GEA-MAPP score report is available immediately upon completion of the exam. A minimum total score of 425 (based on a scaled range of 400–500) must be obtained to fulfill/pass the General Education Assessment policy. The GEA-MAPP may be retaken one time without approval. A 30-day waiting period must elapse between test dates.

Test registration as well as resources for test preparation is available by logging on to MyCentral. Additional information is available in the Office of Testing Services, Administration 102.

STUDENT **ID CARD**

As a new student, make sure you get your student ID card in Elliott Union 207A. You will need your ID in order to purchase textbooks at the University Store, borrow books from the library and for other important functions. University services that can be accessed through your student ID include bookstore and library services, meal plans, vending, laundry, copy services, gym access, free use of athletic equipment and free admission to athletic events. You must have a copy of your schedule and photo ID to obtain your student ID card.

BANK **SERVICES**

Bank services, offered through U.S. Bank, include savings and free checking accounts, access to ATMs conveniently located on campus as well as off campus, and debit services from local, regional and national merchants. Campus ATMs are located in the Elliott Union, Ellis Hall and the Ward Edwards Building.

IMMUNIZATION **POLICY**

Students born on or after Jan. 1, 1957, must comply with the MMR immunization policy, which requires two vaccines against the measles and one against mumps and rubella. The first measles vaccine or combination measles/mumps/rubella vaccines must have been given at the age of 12 months or later. A second vaccine for measles or MMR must have been administered at least one month after the first one. A completed immunization form should be turned in to the University Health Center. A copy of an immunization record documenting the vaccine is required.

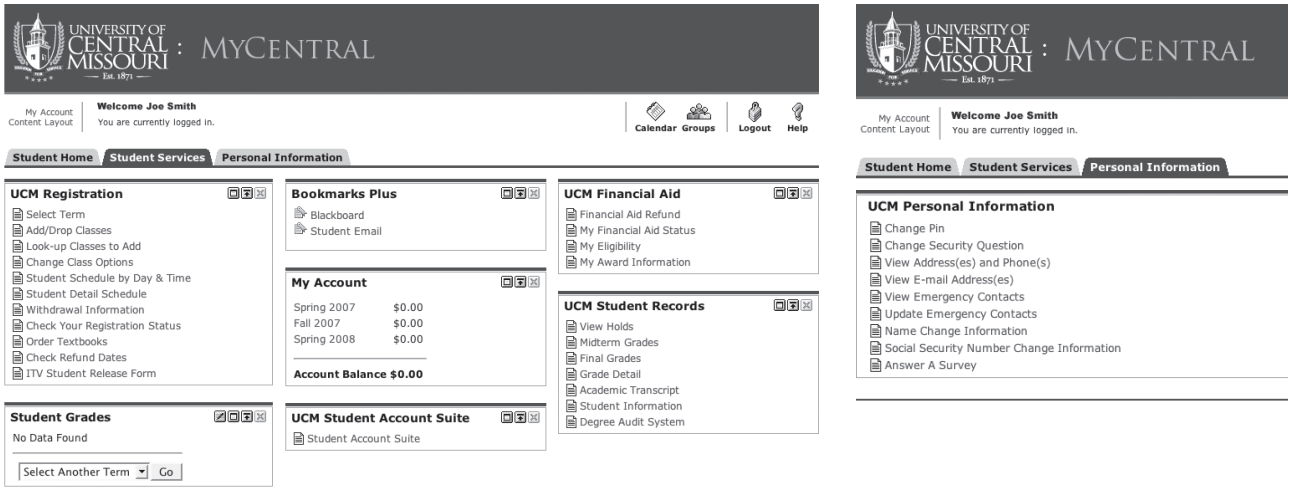
The state of Missouri requires that all students living in university housing be informed about meningococcal disease and about the availability of a vaccine that can lower your risk of contracting the disease.

For more information go to **ucmo.edu/immunpolicy.**

UNIVERSITY **STORE**

The University Store offers a wide variety of products including textbooks, miscellaneous books and magazines, UCM apparel and gifts, school supplies, art materials and gift cards. The store currently accepts cash, credit and debit cards, financial aid or UCM debit accounts with a valid photo ID. A student ID is required when paying with financial aid or UCM debit account.

PAYING **YOUR BILL**



Registration for classes creates a legally binding financial obligation to pay tuition and fees according to official university policy. You are responsible for paying all charges incurred by your class enrollment, room and board choices, laboratory charges, materials used, department fines and other charges. Any financial assistance should be arranged prior to the beginning of classes through the Office of Student Financial Services.

The payment due date will first appear on a Statement of Account mailed to your permanent address. All other statements will be posted online with a notice sent to your student email address. Students in good financial standing may establish a budget payment plan online through the student portal.

If you have questions, please contact Student Financial Services at 660-543-8266 or **ucmo.edu/contactsfs**.

METHODS OF PAYMENT

Payment methods may be used to pay the charges on the student account. Options include:

1. Pay in person with cash, check or money order to the Office of Student Financial Services, Ward Edwards 1100. Payment by credit card, counter or starter check is not accepted. Checks that do not have preprinted personal information on them will not be accepted. A drop box located by the south door of the office is available for paying after hours. **Make checks payable to University of Central Missouri.**
2. Pay online with an approved Visa, MasterCard or Discover credit or debit card.
3. Pay by mail to University of Central Missouri, Office of Student Financial Services, Warrensburg, MO 64093.
4. Pay with pending federal financial aid and/or scholarships and awards, provided all necessary forms are completed with appropriate offices.
5. Pay by providing written authorization from companies, federal and state agencies, and other non-university organizations to the Office of Student Financial Services.

Checks issued to the University of Central Missouri will be electronically drafted from the customer's checking account. In the event that the transaction is returned unpaid, the customer agrees to have his/her account electronically drafted for a return check charge of $25 and the amount of the check. Items returned unpaid will be submitted for repayment the maximum times allowed by law.

If you are married, a parent, a veteran or have a gap of more than five years since attending high school, you are considered a non-traditional student. Non-traditional students often have special concerns that differ from traditional students. Whether it's child care, schoolwork or financial assistance, non-traditional student services provide support and referral to address your special needs.

Information on scholarships, child care and student services can be found at **ucmo.edu/nontrad**.

For more information, contact
Kristie Brinkley, coordinator
Office of Student Activities
660-543-4007

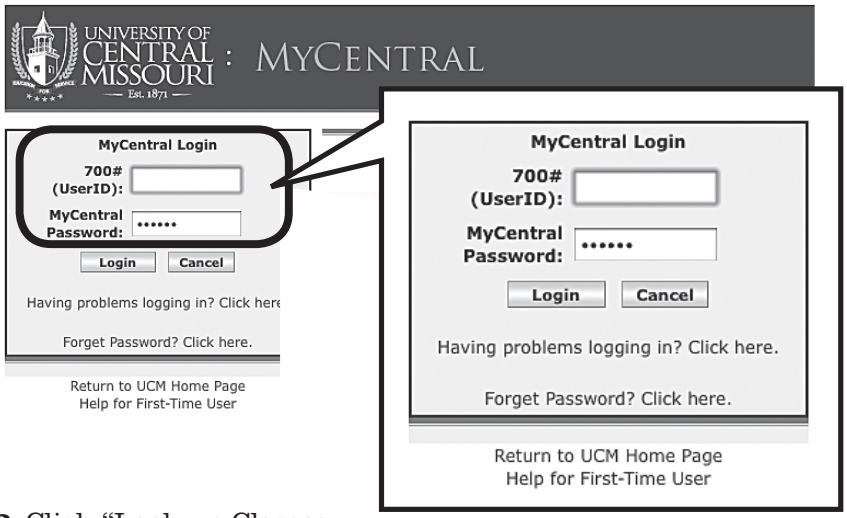
TRANSFER COURSE **EQUIVALENCY FORM**

This form allows students to list the course(s) completed at other regionally accredited institutions along with the course description. This information is then submitted for department review.

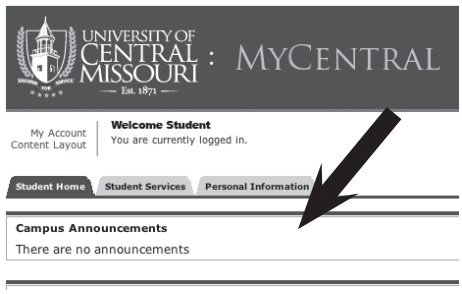
The process generally takes from a few days up to two weeks depending on the time of year and the number of courses being reviewed. Students will ultimately receive an outcome response by email to the address they indicate on the form. Students who have a transfer course that they would like to have reviewed for equivalency to a specific UCM course can do so by completing the Transfer Course Equivalency Form at **ucmo.edu/articulation**.

MYCENTRAL **STUDENT ENROLLMENT**

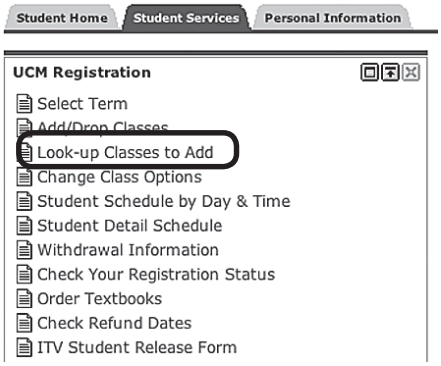
1. Login to MyCentral. Note: Click on "Login to MyCentral" to login or go to **mycentral.ucmo.edu.**



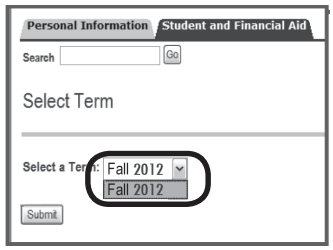
2. Choose "Student Services" (tab).



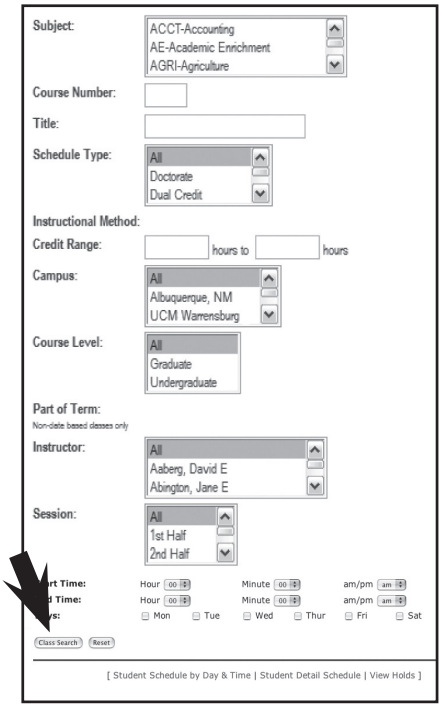
3. Click "Look-up Classes to Add."

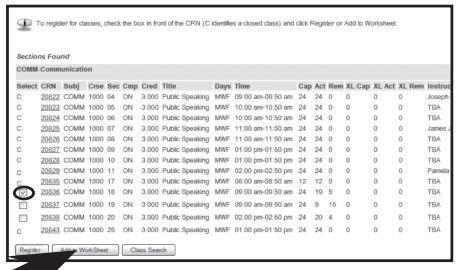


4. Select "Term."
5. Click "Submit."

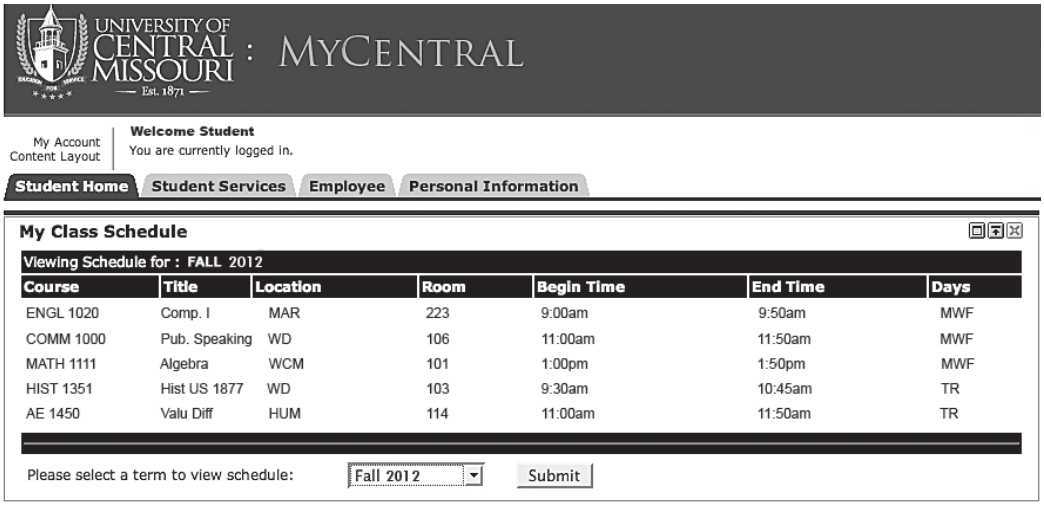


6. Make appropriate selections.
7. Click "Class Search."





8. Select course you wish to enroll in. Note: C indicates a closed course.
9. Click "Submit."
10. Repeat steps 6-9 as appropriate.


UNIVERSITY OF CENTRAL MISSOURI : MYCENTRAL
Est. 1871
My Account
Content Layout
Welcome Student
You are currently logged in.
Student Home
Student Services
Employee
Personal Information
My Class Schedule
Viewing Schedule for : FALL 2012
Course | Title | Location | Room | Begin Time | End Time | Days
ENGL 1020 | Comp. I | MAR | 223 | 9:00am | 9:50am | MWF
COMM 1000 | Pub. Speaking | WD | 106 | 11:00am | 11:50am | MWF
MATH 1111 | Algebra | WCM | 101 | 1:00pm | 1:50pm | MWF
HIST 1351 | Hist US 1877 | WD | 103 | 9:30am | 10:45am | TR
AE 1450 | Valu Diff | HUM | 114 | 11:00am | 11:50am | TR
Please select a term to view schedule:
Fall 2012
Submit

SAMPLE COURSE SCHEDULE **KEY**

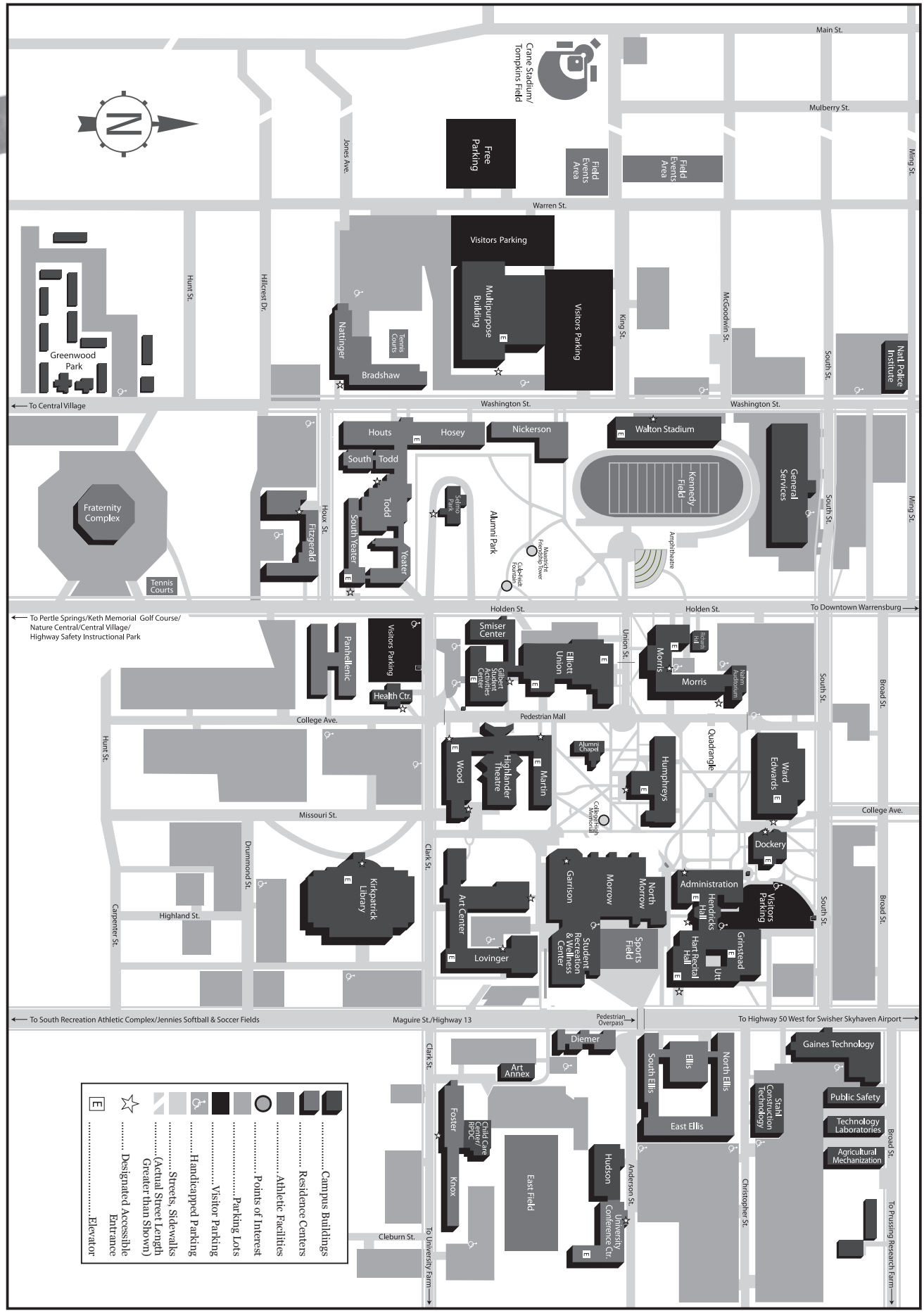
AE - Academic Enrichment
COMM - Communication
ENGL - English
HIST - History
HUM - Humphreys Building
M - Monday
T - Tuesday
W - Wednesday
MAR - Martin Building
MATH - Mathematics
R - Thursday F - Friday
WD - Wood Building
WCM - W.C. Morris Building

Blackboard is a course management system that provides round-the-clock access to course content, communication and assessment tools at Central Missouri. The following directions will help you get started:

USING BLACKBOARD

1. Verify that your browser and version are supported by browsing to **courses.ucmo.edu/check.**
2. Using your browser, go to **courses.ucmo.edu.**
3. Click on the Blackboard icon.
4. Enter your UCM assigned Network Username and password.
5. Click "Login."
6. The first step is to personalize your Blackboard by providing your preferred first name and making your email address visible to fellow students and your instructor.
7. From the "Tools" panel on the "My Blackboard" page, click on "Personal Settings > Edit Personal Information." Fill out the "Other Information" area if you wish and click "Submit" and then "OK."
8. Click on "Set Privacy Options." Make your email address available by clicking in the check box next to "Email Address." You can choose to make any of the other information public or not. Click "Submit," "OK" and then "OK."
9. Along the top of the window, you should see two tabs, "My Blackboard" and "Courses." The "My Blackboard" tab will be your starting point when using Blackboard. On the "My Blackboard" page you will have several modules displayed such as "My Courses," "My Announcements" and "My Calendar."
10. The "My Courses" module lists all the courses in which you are enrolled. Please note your Blackboard sections will not show up in your course list until your instructor makes it available to you. Please check with your instructor as to whether Blackboard will be used and when the section will become available.
11. Click on the name of a course from the "My Courses" module to access the course's Blackboard page. Upon entering the course, you will notice the course menu on the left side of the screen. Explore the links in the course menu. Any questions you have about where specific materials or content is stored should be directed to your instructor.
12. Help information for Blackboard can be found in several places. The Blackboard Student User Manual can be accessed in any course from "Course Tools > User Manual." Several help resources also are available on the Blackboard login page, which you can access from **courses.ucmo.edu.**

CAMPUS **MAP**


Main St.
Crane Stadium/ Tompkins Field
Mulberry St.
Ming St.
Free Parking
Field Events Area
Field Events Area
Jones Ave.
Warren St.
Visitors Parking
Multipurpose Building
Visitors Parking
Natinger
Tennis Courts
Bradshaw
Hunt St.
Hillcrest Dr.
King St.
McGoodwin St.
South St.
Nat. Police Institute
Greenwood Park
To Central Village
Washington St.
Washington St.
Houts
Hosey
Nickerson
Walton Stadium
South Todd
Todd
South Yeater
Yeater
Salmo Pond
Alumni Park
Kennedy Field
General Services
Fraternity Complex
Fitzgerald
Houx St.
Tennis Courts
Amphitheatre
Holden St.
Holden St.
To Downtown Warrensburg
To Pertle Springs/Keth Memorial Golf Course/ Nature Central/Central Village/ Highway Safety Instructional Park
Panhellenic
Visitors Parking
Health Ctr.
Smiser Center
Gilbert Student Activities Center
Elliott Union
Union St.
Morris
Morris
Pedestrian Mall
College Ave.
Hunt St.
Wood
Highlander Theatre
Martin
Alumni Chapel
Humphreys
Quadrangle
Ward Edwards
College Ave.
Missouri St.
Dockery
Drummond St.
Clark St.
Kirkpatrick Library
Art Center
Lovinger
Garrison
Morrow
North Morrow
Student Recreation & Wellness Center
Sports Field
Administration
Hendricks Hall
Visitors Parking
Hart Recital Hall
Grinstead
Utt
Carpenter St.
Highland St.
South St.
Broad St.
To South Recreation Athletic Complex/Jennies Softball & Soccer Fields
Maguire St./Highway 13
Pedestrian Overpass
To Highway 50 West for Swisher Skyhaven Airport
Diemer
Art Annex
Clark St.
Gaines Technology
Public Safety
Technology Laboratories
Agricultural Mechanization
Foster
Knox
Child Care Center
East Field
Hudson
University Conference Ctr.
Anderson St.
South Ellis
Ellis
North Ellis
East Ellis
Stahl Construction Technology
Christopher St.
Broad St.
To Prussing Research Farm
Cleburn St.
To University Farm
Campus Buildings
Residence Centers
Athletic Facilities
Points of Interest
Parking Lots
Visitor Parking
Handicapped Parking
Streets, Sidewalks (Actual Street Length Greater than Shown)
Designated Accessible Entrance
Elevator

ACADEMIC ADVISEMENT
Office of Transfer and Transition Services
Ward Edwards 1900
660-543-4721
ucmo.edu/transition

College of Arts, Humanities, and Social Sciences
Martin 126
660-543-4364
ucmo.edu/cahss

College of Education
Lovinger 2190
660-543-4272
ucmo.edu/ced

College of Health, Science, and Technology
Administration 102
660-543-4450
ucmo.edu/chst

Harmon College of Business and Professional Studies
Ward Edwards 1600
660-543-4560
ucmo.edu/hcbps

ACADEMIC ENRICHMENT
Student Success Center
JCK Library 3150
660-543-8972
ucmo.edu/successcenter

- Learning Center – Tutoring for math
- Writing Center – Free, walk-in assistance
- TRIO – Tutoring available for math, English, science, history and others
- Credit and noncredit skill-building classes

ACCESSIBILITY SERVICES
Elliott Union 222
660-543-4421
ucmo.edu/access

OFFICE OF STUDENT ACTIVITIES
Elliott Union 217
660-543-4007
www.ucmo.edu/oca

- Student organizations
- Leadership programs
- Intramural sports
- Volunteer programs
- Non-traditional student services

OFFICE OF CAREER SERVICES
Elliott Union 302
660-543-4985
ucmo.edu/career

- Part-time job board
- Career development workshops
- One-on-one career counseling

CHILD CARE
Foster-Knox
660-543-4605
- Six weeks to 10 years

Central Village
660-543-4793
- Six weeks to five years

COMPUTER LABS
Computer Commons
James C. Kirkpatrick Library

Comp-U-Center
Elliott Union
Ward Edwards Building
Second floor

HELP DESK
660-543-HELP
ucmo.edu/infoserv

COUNSELING CENTER
Humphreys 131
660-543-4060
ucmo.edu/cps

- Individual and group counseling
- Crisis intervention
- Outreach programming

EXTENDED CAMPUS
Humphreys 410
660-543-4984

UCM SUMMIT CENTER
Lee's Summit, MO
660-543-8228
ucmo.edu/online

OFFICE OF STUDENT FINANCIAL SERVICES
Ward Edwards 1100
660-543-8266
ucmo.edu/sfs

- Free Application for Federal Student Aid
- Work-study
- Federal grants
- Student loan programs
- Veteran services

Scholarships
Ward Edwards 1100
660-543-4541
ucmo.edu/scholarships

- Transfer
- Currents students
- Foundation

UNIVERSITY HEALTH CENTER
108 East Clark St.
660-543-4770
ucmo.edu/uhc

- Student health insurance available
- Medical care
- Health education
- Wellness and prevention services

UNIVERSITY HOUSING
Ellis Complex L23
660-543-4515
ucmo.edu/housing

- Residence Halls
- Married/family housing
- Apartments
- Greek Life

DINING SERVICES
Ellis Complex L14
660-543-4012
ucmo.edu/dining

- Dining spending account
- Residence hall cafeterias
- Food court

PARKING SERVICES
306 Broad St.
660-543-4098
ucmo.edu/ps/parking

- Parking permits after June 1
- Bicycle registration
- Safety services

RECREATION
Student Recreation and Wellness Center
660-543-8621
ucmo.edu/rec

Multipurpose Building
660-543-4063

Pertle Springs
660-543-4182

Elliott Union
660-543-4052

Intramural Sports
660-543-4007

STUDENT ID
Elliott Union 207A
660-543-4052

STUDENT TEACHER COORDINATOR
Lovinger 2170
660-543-4882
ucmo.edu/cert

STUDY ABROAD
Ward Edwards 1200
660-543-4195
ucmo.edu/international

- Exchange arrangements with universities in other countries
- Summer tours
- International internships and student teaching

TEACHER CERTIFICATION
Lovinger 2170
660-543-4881
ucmo.edu/cert

TESTING SERVICES
Administration 102
660-543-4919
ucmo.edu/testingservices

- Credit by examination
- Planned placement testing
- C-BASE/GEA-MAPP testing
- Exit assessments
- National standardized tests (GRE, PRAXIS, LSAT)

TRIO-STUDENT SUPPORT SERVICES
Humphreys 127
660-543-4394
ucmo.edu/trio

UNIVERSITY STORE/ UNION STATION
Elliott Union, lower level
660-543-4370
ucmbookstore.com

UNIVERSITY OF
CENTRAL MISSOURI
ucmo.edu